

REQUEST FOR PROPOSAL

INTRODUCTION

The Michigan Office of Highway Safety Planning (OHSP) is soliciting grant proposals to develop a traffic safety specialist (TSS) program for Michigan's law enforcement community. The first TSS Program in the nation was implemented in the state of Maryland. The TSS program is a statewide recognition of police officers who have attained distinctive levels of experience, training, and proficiency in highway safety and traffic enforcement methods and procedures. TSS Designations are awarded at three levels: TSS-I, TSS-II, and TSS-III. Each of the levels requires mandated experience and training as well as varying amounts of "elective points" which can be earned through documentation of successfully completed traffic safety-related courses, post-secondary education, military service, and documentation of certain traffic safety awards. Achieving the higher Designations requires additional training, job performance, and the development of skills and proficiency as a traffic enforcement officer. Level II and III Designations also require the submission of a traffic safety project paper.

The OHSP is seeking proposals which will outline a design and plan for implementing a program in Michigan modeled after the state of Maryland's TSS program.

The proposals must contain a plan for how a training and recognition program for law enforcement members will be developed and implemented state wide. The plan should include the ability to give credit and a specific designation for completion of various training courses related to traffic safety such as Drug Recognition Expert (DRE), Standard Field Sobriety Testing (SFST), crash reconstruction, speed measurement, child passenger safety technician, and seat belt enforcement zones, as demonstrated in the Maryland TSS program.

This proposal is only available to accredited research institutions and not-for-profit research agencies.

PURPOSE

In order to better promote traffic safety and enforcement as a higher priority for law enforcement, the TSS Program evaluates and recognizes the experience, proficiency, and training police officers complete in order to stay abreast of the latest techniques in traffic safety and enforcement. By establishing and promoting participation in the TSS Program within Michigan, the desire is to see the importance of traffic safety elevated and to recognize officers who demonstrate a high level of commitment to, and proficiency in, this critical aspect of police work. Ensuring a high level of commitment to traffic safety within the law enforcement community is essential to achieve long-term reductions in the thousands of crashes, injuries and fatalities that occur on Michigan roadways each year.

BACKGROUND

The state of Maryland has an established TSS program since 2008, which has been recognized as a "State Highway Safety Showcase" project by the Governor's Highway Safety Association (GHSA). There are currently over 750 police officers, deputy sheriffs and state troopers from Maryland and Federal law enforcement agencies currently enrolled in the TSS Program. OHSP desires to replicate the TSS program for Michigan.

REQUIRED SCOPE OF WORK

The proposal submitted must include the screening and selection criteria for the hiring of a law enforcement traffic safety specialist position. The screening and selection process shall be performed in consultation with, and approved by, OHSP. The final personnel selection shall be approved by OHSP.

The TSS position will be responsible for the following:

- Reviewing the Maryland TSS program and utilizing aspects of the program that are appropriate for Michigan;
- Researching Michigan traffic safety related training;
- Developing a list of approved in-state and out-state traffic safety and where that training is available;

- A system for ranking (i.e. Tier 1, Tier 2, Tier 3) law enforcement members based on their training and experience levels and other relevant factors;
- Promoting the TSS program to law enforcement agencies and officers throughout Michigan;
- Tracking and recording all training information as it is submitted to the TSS program by applicants/law enforcement officers;
- Researching new traffic safety training that can be deployed in Michigan and included for eligibility under TSS criteria;

ADDITIONAL SPECIFICATIONS

The organization awarded the grant must agree to abide by the OHSP "Grant Management Requirements," (see Attachment "C"). Following the selection of a successful proposal, the grantee must complete a formal grant application using OHSP's web-based grant application to finalize grant details. All OHSP grants are administered on a reimbursement basis. All grant-related costs incurred are first paid by the grantee, the grantee bills OHSP, and then OHSP reimburses the grantee. Quarterly progress and financial reports are required, even for quarters with no activity.

Funding for this project is contingent upon the availability of U.S. Department of Transportation Highway Safety Funds in fiscal year 2015. Changes in federal programs and/or funding may lead to changes in OHSP programs requiring reasonable accommodations from grantees to keep existing projects consistent with organizational goals. OHSP appreciates the difficulty of adjusting plans and the grantees' flexibility in adapting projects to evolving conditions. The grantee will receive immediate notice of proposed changes and has the right to refuse project expansions beyond their capabilities, in which case supplemental assistance may be sought.

It is the policy of OHSP that the maximum indirect cost rate that can be charged to any grant is 20 percent.

The organization selected for this project must demonstrate prior experience working with law enforcement and training techniques.

Proposals must include a minimum of two (2) examples demonstrating projects completed by the researcher.

DUE DATE

All proposals for this project must be received at OHSP by 5:00 p.m. on Friday, May 8, 2015.

Proposals must be submitted electronically in Adobe Acrobat or Microsoft Word. Electronic proposals MUST be e-mailed to the two addresses listed: hamblenj@michigan.gov, and KilvingtonC@michigan.gov.

CONTACT INFORMATION

Please direct proposals and any questions about this grant opportunity to:

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